



COUNTY OF LOS ANGELES PROBATION DEPARTMENT

9150 EAST IMPERIAL HIGHWAY – DOWNEY, CALIFORNIA 90242
(562) 940-2501



CALVIN C. REMINGTON
Interim Chief Probation Officer

July 19, 2016

TO: Each Prospective Contractor

FROM: Tasha Howard, Director
Contracts and Grants Management Division

SUBJECT: **ADDENDUM TO REQUEST FOR PROPOSALS (RFP) #6401604 TO
PROVIDE EDUCATION PATHWAYS AND VOCATIONAL
OPPORTUNITY SERVICES UNDER THE JUVENILE JUSTICE CRIME
PREVENTION ACT (JJCPA)**

The following addendum is made to the Request for Proposals dated June 27, 2016 to provide Educational Pathways and Vocational Opportunity Services under the Juvenile Justice Crime Prevention Act (JJCPA). This Addendum contains responses to written questions that were submitted prior to the July 8, 2016, 12:00 p.m., PT deadline. This Addendum is posted on the following websites:

Los Angeles County "Doing Business with Us":
<http://camisvr.co.la.ca.us/lacobids/BidLookUp/BidOpenStart.asp>

Los Angeles County Probation:
<http://probation.lacounty.gov/wps/portal/probation/work>

Proposals are due on Friday, August 5, 2016, 12:00 p.m., (Pacific Time). No late proposal will be accepted. We look forward to receiving your proposal.

Sincerely,

A handwritten signature in black ink, appearing to read "Tasha Howard".

Tasha Howard, Director
Contracts & Grants Management Division

**EDUCATIONAL PATHWAYS AND VOCATIONAL OPPORTUNITY SERVICES
UNDER THE JUVENILE JUSTICE CRIME PREVENTION ACT (JJCPA) RFP
#6401604**

QUESTIONS

1.	Question	What has County defined as contiguous cities
	Answer	Cities that touch one another.
2.	Question	Can we serve residents that reside in contiguous zip codes as opposed to cities?
	Answer	Probation is responsible for referring participants. As referenced in the RFP, some participants may reside in cities that are contiguous to the cities that are listed in Technical Exhibit 4
3.	Question	Our office is in zip code 90003. We are adjacent to zip codes 90061 and 90011, are we eligible to apply for the RFP?
	Answer	Please refer to RFP, pg. 6, Section 3.0, Proposer's Minimum Mandatory Qualifications
4.	Question	RFP page 4, section 2.1, Statement of Work: "The County anticipates making approximately 100 referrals annually." Please clarify if this is 100 referrals system-wide or per provider?
	Answer	Only one contract will be awarded. County anticipates making 100 referrals annually.
5.	Question	RFP page 4, section 2.3, Days of Operation: "The Contractor shall be required to provide the contracted services Monday through Saturday during each of the 12 months..." Are services required every Saturday, or for special events/ activities?
	Answer	The Contractor is required to provide services Monday through Saturday.

6.	Question	RFP page 32, section 7.9, Cost Proposal Format: Are we not required to submit a budget sheet and budget narrative to support our pricing sheet?
	Answer	You are not required to submit a budget sheet and a budget narrative.
7.	Question	Appendix A, Statement of Work, page 14, section 6.8, Office: "The Contractor shall respond to calls received by the answering service within two hours of receipt of the call." Please clarify if this is two hours after the call came in to the agency, or within two hours of the start of the next business day?
	Answer	Within two hours of the start of the next business day.
8.	Question	If we apply for more than one city or ZIP code listed, do we need to do a separate application for each?
	Answer	Only one contract will be awarded for this RFP. Please refer to RFP, pg. 6, Section 3.0, Proposer's Minimum Mandatory Qualifications.
9.	Question	How many contracts does the County anticipate awarding?
	Answer	One.
10.	Question	Who is the current provider for the cities and ZIP codes listed in this RFP?
	Answer	Asian Youth Center.
11.	Question	Is there a page limit for each section of the Business Proposal? Is there a required font and page format?
	Answer	No.